Discover

Customized Workforce Training and Education

at Macomb Community College
Engineering & Advanced Technology Training
Macomb’s Michigan Technical Education Center (M-TEC℠)
586.498.4100
worforcedev@macomb.edu

Business and Information Technology Training
South and Center Campus
586.498.4112

Safety and MIOSHA Training at the Public Service Institute
East Campus
586.498.4055
HST@macomb.edu
Strong Skills, Strong Company

Your Success is Our Business
Macomb Community College is more than just a training provider, and the success of your company and your employees is more than just a transaction. The College is a part of this community and has a vested interest in its economic well-being.

Each year, Macomb helps small startups to Fortune 500 companies improve their performance and profitability, and meet a variety of state and federal government standards. We can help strengthen your company by strengthening the skills of your workforce with customized training that fits your unique needs, or through standardized open enrollment classes held throughout the year and open to both individuals and company-sponsored employees.

Turnkey Solutions
Whether it’s customer service skills or robot programming, MIOSHA certification or change management, generating sales leads or meeting quality standards, Macomb’s workforce development consultants can help your company and your employees excel. Training programs are available at your site or ours, as well as online. Macomb can accommodate the needs of one employee or your entire team, regardless of whether they work in Detroit, Boston or Beijing. Macomb also offers a variety of other turnkey solutions, including needs evaluation and consultation, workforce skills assessment and grants management.
Discover the Difference

Services:
- Customized training
- Turnkey solutions—global footprints
- Needs and skills assessment
- Business consulting
- Short-term career programs
- Grants administration

Engineering & Advanced Technology page 3

Automated Systems
- Allen Bradley PLC
- Controls Technician
- Electrical Maintenance Specialist
- Electro Hydraulics and Pneumatics
- FANUC Certifications
- Fluid Power Systems
- Machining
- Mechanical Maintenance Specialist
- Robot Programmer
- Robot Technician
- Siemens HMI
- Siemens PLC
- Siemens SIMSCP Certification
- Soldering
- System Troubleshooting
- VFD
- Welding

Quality Management Processes
- AS9100
- Core tools
- GD&T
- IATF 16949
- Internal auditors
- KAIZEN
- Lean manufacturing
- Lean office
- Metrology
- Problem solving
- Quality culture
- Quality standards and management systems
- Quality technician
- Six Sigma
- Six Sigma Green Belt Certification
- ISO/TS 16949 Standards
- TS-16949/ISO 9100
- Value stream mapping

Instructional Design
- Instructor certification
- Instructional designer certification
- Training manager certification

Computer Aided Design (CAD)
- AutoCAD
- CATIA V5 Fundamentals
- CATIA V5 for Current Users
- Creo
- Pro/Engineer
- UG NX

Computer Numerical Control (CNC)/Machining
- CNC Programming/Operator
- NIMS

Business & Information Technology page 6

Leadership
- Situational leadership
- Influential leadership
- Coaching
- Conflict resolution
- Delegating effectively
- Leading change
- Succession planning

Management
- Communication strategies
- Speaking in public
- Project management
- Change management
- Building better teams
- Problem solving

Professional Sales
- Generating quality leads
- Making effective sales calls
- Selling without discounts
- Becoming a preferred partner
- Building business infrastructure

Customer Service
- Call center training
- Mastering customer service
- Effective telephone skills
- Consultative selling series

Information Technology and Computer Software Training
- Computer software
- Networking
- Web design
- Programming

Employee Evaluation
- Certification testing
- Job skill assessment
- Performance evaluation
- Individual work style appraisal

Global Business
- Global understanding
- Leading global teams
- Leading virtual teams
- Intercultural communications
- Foreign language

Health & Safety Training page 10

Health & Safety Training
- Hazardous materials
- Confined space
- Emergency medical training
- Industrial fire brigade

MIOSHA Training Institute
- Safety and Health: half-day, one-, two- and three-day classes
- State Safety and Health Certifications
Engineering and Advanced Technology Training at M-TEC

Customized and standardized training

With new technologies being developed every day in advanced manufacturing, the challenge to stay current is compounded by the need to compete globally. Macomb’s M-TEC℠, headquarters of our Engineering and Advanced Technology workforce team, is your resource for advanced technical training.

Housed in a 40,600 square-foot, state-of-the-art facility on Van Dyke Ave. in Warren, M-TEC provides education and training in advanced integrated manufacturing, automotive systems and robotics. We work across multiple industry sectors and in collaboration with employers to develop and deliver customized and standardized training that addresses the technical talent pipeline at every level of an organization. Programs and individual courses are available in automated systems, quality management processes, lean manufacturing, CNC, welding, CAD, instructional design and more.

This dynamic learning environment also includes a large high-bay space that can be rapidly adapted to meet your training requirements. What follows are some of the most comprehensive programs and courses available at Macomb’s M-TEC.
Automated Systems

The Automated Systems programs at M-TEC provide short-term training options that can elevate the skills and knowledge of your workforce in production processes, robotics, troubleshooting, electrical and mechanical systems and more in five career pathways. Certificates are awarded upon successful completion of all courses in each program, with FANUC Handling Tool Operation and Programming Certification and FANUC iR Vision 2D Certification available when applicable. Students in select programs may also choose to take the Siemens Mechatronic Systems Certification Level 1 exam.

Manufacturing Essentials: Prepares job candidates or new recruits to enter a career pathway in manufacturing. Students learn shop math, blueprint reading, safety, and production processes that include casting, molding, forming, machining, finishing and assembly.

Robot Programmer: Prepares students to enter the field of robotics in a modern industrial setting. Students learn to create, execute and test robot trajectories and programs necessary to incorporate robots into integrated processes.

Robot Technician: Introduces students to Programmable Logic Controllers (PLCs) used for machine communications and provides an overview of electrical fundamentals, robot electrical troubleshooting and motor drives and controls.

Controls Technician: Concentrates on how machines coordinate and communicate in the assembly process. Students learn programming and troubleshooting of PLC and Human Machine Interface (HMI) devices, as well as motor control with Variable Frequency Drive (VFD) technology and part tracking with Radio Frequency Identification (RFID).

Electrical Maintenance Specialist: Concentrates on applied electrical skills, including digital electronics, and motor drives and controls. Students are also introduced to robot programming and power transmission in an industrialized environment.

Mechanical Maintenance Specialist: Provides students with the expertise to install, troubleshoot and repair the mechanical systems of modern industry. Students learn about hydraulic and pneumatic power systems, pipefitting and tube bending, power transmission, machine rigging and leveling, shaft alignment and lubrication.
Quality Management Processes

The Quality Management Processes programs at M-TEC provide short-term training options that optimize performance and generate results in problem solving, quality improvement, waste reduction, lean and more to assist employers in implementing process enhancements. Certificates are awarded for successful completion of all courses in each of the four programs.

Fundamentals of Quality: Prepares students to become a quality inspector. Students learn about Plan, Do, Check, Act (PDCA), waste reduction, quality gates and international quality standards in ISO 9001, TS16949, AS9100 and ISO 14001.

Core Tools: Teaches students how to provide effective continuous improvement results for their companies through the use of five core tools: Advanced Product Quality Planning (APQP), Product Part Approval Process (PPAP), Failure Mode and Effects Analysis (FMEA), Measurement System Analysis (MSA) and Statistical Process Control (SPC).

Quality Management: Prepares students to ensure consistency in processes at their companies through problem solving, 5S Standardized Works, quality auditing, lean manufacturing flow, blueprint reading with geometric dimensioning and tolerance, and quality gates.

Quality Professional: For managers on an advancement path in a quality department. Students learn how to create a quality culture and obtain and sustain high-level quality performance using actionable instruments.

Instructional Design

The Instructional Design program at M-TEC provides short-term training options that can elevate the effectiveness of your organization’s instructors, trainers, training developers and training managers. Students learn essential training standards and processes, enabling them to deliver successful training programs that can maximize the skills of your workforce.

This suite of three 40-hour courses prepares trainers to deliver cost-effective training with an emphasis on achieving expected outcomes. From presentation to curriculum and instructor development, these courses cover the essentials of effective instructional design. Upon successful completion of each of the three courses, participants will receive a certificate from Macomb Community College.

Instructor Certification: Provides theory and hands-on application of educational methodologies required of today’s trainers. Students will practice teaching tools and sharpen their presentation skills in a fun and interactive environment.

Instructor Designer Certification: Prepares students to analyze, design, develop and evaluate course materials, and provides them with practical tools to take back to the workplace.

Training Manager Certification: Introduces students to organizational development, human capital and project management as they relate to the functions of a training manager, and prepares them to assume that responsibility in the workplace.
Computer Aided Design (CAD)

The CAD programs at M-TEC provide short-term training options that can optimize the performance of both novice and experienced designers. Certifications are available in both of the programs, with training provided on the world's leading engineering and design software.

**CATIA V5 Fundamentals:** Provides individuals with little or no design experience with a fast track to employment. Students are first introduced to computers, basic geometry, blueprint reading and design principles before receiving hands-on training in CATIA V5 Fundamentals, Part Design and Sketcher. The program leads to CATIA V5 Foundations and Part Design Certifications.

**CATIA V5 for Current Users:** With full access to the Dassault library of CATIA V5 courses, M-TEC can provide a variety of training to enhance the abilities of current CATIA V5 users at times convenient for an individual or a company. Certification exams are available in Part Design, Surface Design and Assembly Design.

Computer Numerical Control (CNC)/Machining

The CNC/Machining program at M-TEC combines lecture, lab assignments and online study to prepare students to perform CNC/Machining operations in a variety of industrial settings, including—but not limited to—automotive, aerospace and defense. Classes can be customized to meet your company's specific needs.

**CNC Programmer/Operator:** This 400-hour program prepares students with the knowledge and skills necessary to obtain entry-level programmer/operator positions in the CNC machining field. Students learn to perform basic programming and operation functions on CNC machine tools and turning centers, and have the opportunity to obtain National Institute for Metalworking Skills (NIMS) Machining certifications to enhance their portfolio.
We can help you develop your workforce

Macomb’s Business and Information Technology Department offers a variety of professional development programs and assessment/evaluation services that can help you develop the skills of both current and incoming employees.

We offer a Leadership Series for your company’s rising stars and training for managers that equips them with communication strategies, change and project management skills, and team-building tools. We can also improve the proficiency of your sales and office staff in such areas as generating leads, call center operations, Microsoft Office applications, programming and web design.

Macomb’s Business and Information Technology Department can also assist in determining the skills of your current and prospective workforce, and where any gaps may exist. We provide certification testing, job skill assessments, performance evaluations and individual work style appraisals. What follows are descriptions of some of our most popular programs.

Leadership Series

Great leaders provide a shared vision that inspires others to action. In our Leadership Series, you will gain the skills necessary to lead successful teams. Discover your leadership style, strengths and opportunities for growth. Understand and learn to implement important concepts regarding personal behavioral styles and generational differences that affect team dynamics.

- Situational Leadership
- Influential Leadership
- Coaching
- Conflict Resolution
- Delegating Effectively
- Leading Change
- Succession Planning

Management

Many managers today must influence others without formal authority. Our Management Series will assist you in acquiring the tools you need to communicate, collaborate and motivate others. Discover the tried and true methods for adapting to team members’ expectations and preferences.

- Communication Strategies
- Speaking in Public
- Project Management
- Change Management
- Building Better Teams
- Problem Solving
Professional Sales

Although the definition of a sale is simple enough, the process of turning someone into a “buyer” can be very complex. The vast majority of sales training programs actively tell you what to do. In contrast, our consultative sales methodologies teach you how to do it. These courses will take you from preparing for that initial phone call through closing the deal, following up and setting goals.

- Generating Quality Leads
- Making Effective Sales Calls
- Selling Without Discounts
- Becoming a Preferred Partner
- Building Business Infrastructure

Customer Service

In today’s competitive market, it is imperative that every employee understand their role as a customer service advocate. Customer service plays an important role in an organization’s ability to generate and keep customers, and to increase revenue. Your customer’s perception of your business is based on their interaction with your employees. Make sure every customer contact is beneficial to you and your customer.

- Call Center Training
- Mastering Customer Service
- Effective Telephone Skills
- Consultative Selling Series

Information Technology & Computer Software Training

To enhance office skills and improve productivity, we offer a comprehensive selection of technology courses covering computer basics, networking, programming and Microsoft Office applications. We also offer social media training and web design to improve your company’s online marketing presence.

- Computer Software
- Networking
- Web Design
- Programming
Employee Evaluations

We offer a comprehensive library of more than 30 tools to support you, your team and your organization with recruitment, selection, performance, development, succession and transition within an organization. Assessments can be used to develop a stronger organization by helping you select new team members who fit into your team or organization’s culture, manage team members by adapting to their preferred leadership and team interaction styles, and develop team members by identifying gaps in their abilities.

- Certification Testing
- Job Skill Assessment
- Performance Evaluation
- Individual Work Style Appraisal

Global Business

Today, having significant operations spread out over several continents is common. What is uncommon, however, are the skills needed to work and lead across several time zones, cultural awareness, appropriate communication skills and a focus on relationships. Learn the skills necessary to be successful in today’s global environment.

- Global Understanding
- Leading Global Teams
- Leading Virtual Teams
- Intercultural Communications
- Foreign Languages
Health & Safety

Health & Safety managers from successful companies and dynamic municipalities look to us for quality training at a reasonable cost. We offer an array of programs and instruction for employees responsible for the safety functions related to industrial compliance and emergency response services.

Our programs and seminars are developed to meet the training requirements of OSHA, DOT, MIOSHA, NFPA, ISFSI and other regulatory organizations.

Keeping Your Company in Compliance

A consultation with our health and safety experts can determine what your company’s compliance needs are and how they can best be met. The following training may be offered onsite at your facility or at the College’s East Campus:

- Bloodborne Pathogens
- Cardiopulmonary Resuscitation (CPR)
- Industrial First Aid
- Hazard Communications and Right-to-Know
- HAZWOPER
- Lockout/Tagout
- Confined Space
- Fire Brigade
The MIOSHA Training Institute (MTI) is your resource for developing and maintaining a proactive safety and health program, which has been shown to help companies achieve lower worker-comp costs, increased productivity, and reduced absenteeism and turnover.

The MTI offers affordable classes covering the most current industry standards and best practices in workplace safety and health. Options include half-day, one-, two- or three-day classes, providing relevant training at every level of your organization.

Certification Programs
The MTI also offers optional classes leading to State Safety and Health Certifications, which can be taken in the order that best meets the training needs of your workforce.

- Level One Safety & Health—General Industry (four classes)
- Level One Safety & Health—Construction (seven classes)
- Level Two Safety & Health Management Systems (six classes)
- Occupational Health (five classes)
- Level Two—General Industry Compliance (nine classes)
- Level Two—Construction Compliance (eight classes)

The MTI State Certifications recognize educational efforts and increased technical expertise, award MIOSHA Good Faith points for penalty reduction, and support companies with resources and services through the MIOSHA Consultation, Education and Training (CET) Division: www.michigan.gov/mioshatraining.
Certifications Connect You

Validate your skills. Prove your knowledge. Get certified.

Macomb Community College is an authorized testing center for these leading certification testing vendors:

- Pearson VUE-Authorized Test Center
- WorkKeys
- Certiport
- TABE
- WRAT4
- Nooti
- NACE
- CPT
- MSSC

Schedule your exam today!
Workforce Assessment Center, M-TEC, Macomb Community College, 7900 Tank Avenue • Warren, MI 48092
Testing Center Hours:
Monday–Thursday, 8:30am–4pm
Friday, 8:30am–1pm

For more information: 586.498.4130 or wac@macomb.edu
DISCOVER the Difference

When you select Macomb Community College for your workforce training and education needs, you are enlisting one of the nation’s leading community colleges. Known for a comprehensive curriculum complemented by a long-standing commitment to strengthening the region’s workforce, Macomb is the community’s unrivaled resource for education, enrichment and economic development.

With some 200 degree and certificate options from which to choose, and a tuition rate that is one-quarter the cost of a Michigan four-year university, nearly 40,000 students attend Macomb annually. The College ranks as the state’s largest grantor of associate degrees. Its University Center on Center Campus has been a national model for educational partnerships.

At Macomb, you will find an early admit program for high school students, university transfer and career preparation programs, bachelor’s degree completion and graduate degree programs through partnerships with some of the state’s most prestigious colleges and universities. The College also provides a variety of enrichment programs, including those at the Lorenzo Cultural Center and the Macomb Center for the Performing Arts. And, to that impressive mix, add the customized training and education programs you have just read about.

Discover the difference our community college can make. Discover customized workforce training and education at Macomb Community College today.

For more information:

Engineering & Advanced Technology
586.498.4100 | workforcedev@macomb.edu

Health & Safety Training
586.498.4055 | HST@macomb.edu

Business & Information Technology
586.498.4112

For general information about Macomb Community College, call 866.Macomb1 (866.622.6621) or email answer@macomb.edu.
Locations

Workforce and Continuing Education training and consulting programs can be held at Macomb Community College locations or at your business location. All programs are scheduled at times and locations convenient to you and your employees.

Center Campus
44575 Garfield Road
Clinton Township, Michigan 48038-1139

South Campus
14500 E. 12 Mile Road
Warren, Michigan 48088-3896

East Campus
21901 Dunham Road
Clinton Township, Michigan 48036-1025

Michigan Technical Education Center (M-TEC™)
7900 Tank Avenue
Warren, Michigan 48092-3936

University Center, Center Campus
44575 Garfield Road
Clinton Township, Michigan 48038-1139

www.macomb.edu | 866.Macomb1 (866.622.6621)